



FOR OFFICE USE

Receipt # \_\_\_\_\_

Fee \$ \_\_\_\_\_

Payment Method: \_\_\_\_\_

Issued by: \_\_\_\_\_

City of Roswell  
Request for Building Permit  
**Re-roofing**

\_\_\_\_\_

Date

\_\_\_\_\_

Re-roofing Address

Describe Existing roof type in detail: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe Re-roofing installation in detail: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Property Owner Name & Mailing Address

\_\_\_\_\_

Contactor Business Name & Mailing Address

\_\_\_\_\_

Phone # of Owner/Contractor

\_\_\_\_\_

NM State License #

Re-roofing Cost \$: \_\_\_\_\_

**FINAL INSPECTION REQUIRED**

You are required to call for a final inspection. Call the building inspector at 624-6700 ext 286  
The installation detail you submit must not be deviated from without approval from the building inspector.

**PERMIT TO BE POSTED ON JOB SITE**

or email the form to [c.gamboa@roswell-nm.gov](mailto:c.gamboa@roswell-nm.gov)